

National Aeronautics and  
Space Administration

**Goddard Space Flight Center**  
Greenbelt, Maryland  
20771



February 27, 2014

Reply to Attn of: 210.P

TO: All Prospective Offerors

SUBJECT: Request for Proposal, NNG13439013R, for the Program Analysis  
and Control (PAAC) IV Services

You are invited to submit a proposal for this NASA/Goddard Space Flight Center's (GSFC) Flight Projects Directorate (FPD) requirement. The FPD has the responsibility for planning and managing space flight projects at the Goddard Space Flight Center (GSFC). The principal purpose of this requirement is to provide support to these projects for a set of Project Planning and Control and associated business functions. This work under this contract is primarily performed within the Flight Projects Directorate but also encompasses broader business support across GSFC, at NASA Headquarters, the NASA Regional Finance Office at GSFC, and at other NASA Centers.

Your close attention is encouraged to the scenarios which will be an important part of our evaluation. The first scenario is an opportunity to demonstrate your understanding of the technical requirement and your practical implementation of these business functions. The second scenario relates to a formal initiative by the Flight Projects Directorate to continuously improve and optimize business processes and provides an opportunity to demonstrate the specific role your company or team would play. For this latter scenario, we encourage you to examine the overall Business Change Initiative information provided in the PAAC e-Library.

This procurement is an 8(a) set aside competition under Federal Acquisition Regulation (FAR) Subpart 15.3, "Source Selection", and NASA FAR Supplement (NFS) 1815.3, "Source Selection". The North American Industry Classification System (NAICS) code for this procurement is 541330, Size Standard: \$35.5M. This competitive 8(a) set aside procurement will result in a Cost-Plus-Award-Fee (CPAF), Indefinite Delivery Indefinite Quantity (IDIQ) contract with a five year effective ordering period. A 45-day phase-in will be conducted under a separate firm fixed price contract vehicle prior to the effective date of the contract. **The 45 day phase-in period is anticipated to begin on or about October 15, 2014. The contract year 1 is anticipated to start on or about December 1, 2014.**

Offerors are encouraged to carefully review Section I.15 and L.16(c) (9) for requirements relating to the submission of an Organizational Conflict of Interest (OCI) Plan.

The PAAC IV procurement library has been established which contains information and reference material related to this solicitation. This data may be examined at the following website:

<https://foiaelibrary.gsfc.nasa.gov/>

Documents related to this procurement, including this letter, the solicitation, Attachments, Exhibits, and any amendments will be attainable electronically from the World Wide Web through the NASA Home Page. The URL address for NASA Business Opportunities is [http://prod.nais.nasa.gov/cgi-bin/nais/link\\_syp.cgi](http://prod.nais.nasa.gov/cgi-bin/nais/link_syp.cgi). The address for this solicitation is <http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=51>. Offerors are encouraged to monitor the website for potential updates to the solicitation.

Offerors are hereby notified that NASA is restricted by specific applications of Section 1340(a) of The Department of Defense and Full-Year Appropriations Act, Public Law 112-10 and Section 539 of the Consolidated and Further Continuing Appropriation Act of 2012, PL 112-55, and all future appropriations, from using funding appropriated in the Acts to issue a contract action for the participation, collaboration or coordination bilaterally in any way with China or any Chinese-owned company, at the prime contract or any tier subcontract level for all non-commercial and developmental items.

In addition, offerors are hereby notified that NASA is restricted by specific application of Section 516 of the Consolidated and Further Continuing Appropriations Act, 2013, Public Law 113-6, from using funding appropriated in the Act to acquire information technology systems produced, manufactured or assembled by one or more entities that are owned, directed or subsidized by the People's Republic of China unless NASA has made an assessment of any associated risk of cyber-espionage or sabotage associated with the acquisition of such system, including any risk associated with such system being produced, manufactured or assembled by one or more entities that are owned, directed or subsidized by the People's Republic of China.

This RFP does not commit NASA/GSFC to pay any proposal preparation costs, nor does it obligate NASA/GSFC to procure or contract for these items. This request should not be construed as authorization to proceed with, or be paid for charges incurred by performing any of the work called for in this solicitation.

Proposals in response to this solicitation are due no later than April 15, 2014 3:00 PM Local Time. Proposals received after this time will be treated as late in accordance with Federal Acquisition Regulation (FAR) 52.215-1 entitled "Instructions to Offerors Competitive Acquisitions." Your proposal must be signed by an official authorized to bind the company. It is requested that the proposal offer have an acceptance period of not less than 330 days. However, a different validity period may be proposed by the Offeror.

Below is a list of the Source Selection Authority (SSA) and voting members along with their associated GSFC organizational codes, for the PAAC IV Evaluation panel. The names provided are for informational purposes only and, other than the Contracting Officer, Alicia Middleton, these individuals should not be contacted regarding the PAAC IV acquisition. The Government reserves the right to change personnel associated with this acquisition at its discretion.

### **SSA**

Arthur F. Obenschain, GSFC Center Deputy Director, Code 100

### **Voting Members**

Gerard Daelemans, SEB Chairperson, Code 440

Alicia Middleton, Contracting Officer, Code 210

Dena Butler, Financial Manager, Code 403

Mark Goans, Deputy Program Manager, Code 460

Offerors are reminded that a “Blackout” letter for this procurement was distributed to all GSFC personnel concurrently with the release of the Final RFP to industry. Therefore, all communications pertaining to this procurement shall be directed to the Contracting Officer listed below. All questions pertaining to the RFP shall be submitted in writing, by mail, or electronically to the Contracting Officer as soon as possible for consideration. If you have questions regarding this RFP, please contact Alicia Middleton, preferably by electronic mail at [alicia.middleton@nasa.gov](mailto:alicia.middleton@nasa.gov).

*Alicia D. Middleton*

Alicia D. Middleton  
Contracting Officer